# Spec Committee Agenda November 6, 2019

Attendees (present in bold):
**Kenji Kazumura** - Fujitsu - Michael DeNicola, **Jacques Durand**
**Dan Bandera** - IBM - **Kevin Sutter**, Alasdair Nottingham
**Bill Shannon** - Oracle - **Ed Bratt**, Dmitry Kornilov
**Mark Wareham** - Payara - Steve Millidge
**Scott Stark** - Red Hat - Mark Little, Antoine Sabot-Durand
**David Blevins** - Tomitribe - Richard Monson-Haefel, **Jean-Louis Monterio**
**Ivar Grimstad** - PMC Representative
**Alex Theedom** - Participant Member
**Werner Keil** - Committer Member

Eclipse Foundation: **Wayne Beaton**, **Tanja Obradovic,** Paul Buck

**Note:** Quorum was not achieved on the October 30th call - voting was deferred to this call.

**Past business / action items:**
- Approval of the minutes from the October 9th meeting. **Approved.**
- Approval of the minutes from the October 16th meeting. **Approved.**

**Note:** Since quorum was not achieved on the October 30th meeting the meeting notes are not considered official minutes so there will be no approval of those notes.

**Agenda**
- Specification Committee to nominate and elect a chair:
  - Paul Buck is serving as the interim non-voting chair. From the Jakarta EE Working Group charter:
    "The Committee elects a chair who reports to the Steering Committee. This chair is elected among the members of the Committee. They will serve from April 1 to March 31 of each calendar year, or until their successor is elected and qualified, or as otherwise provided for in this Charter."
  - Election for Specification Committee Chair
    - New call for nominations followed by a Committee vote provided a candidate is nominated. Ballot to follow, result determined by simple majority.

    - Paul Buck was nominated as the non-voting Chair of the Jakarta EE Specification Committee, his nomination was seconded, and Paul was elected by unanimous consent.

- Contributing and Jakartifying Specification Documents from the JCP:
  - Foundation provided a [document] prepared with guidance to the Specification Committee on releasing the full text specification documents to the spec projects. Options described in the immediately previous link. There is also a [spreadsheet] that indicates which spec documents are ready to be provided to the spec projects and which are not. Project teams to notify us as to what option selected on a per specification basis.
  - The Specification Committee has provided a [documented set of steps to Jakartify] the specification document which is to be made available to the spec projects.
  - **Two additional specification documents are ready for deliver to specification project teams:**
    Jakarta Expression Language and JSON Processing. Wayne will deliver these if there is no objection. Work continues on the remaining specification documents. **No objection to the delivery of the specifications to specification project teams.**
  - There is a tracking board.
  - **Action Items:**
    - Deliver specification documents to spec projects and note the options in some way (Wayne)
    - Propose updated language to the Operations Guide that details service release process for PDF updates. (Scott) [For reference, see: https://eclipse-ee4j.github.io/jakartaee-platform/JCPProcesses ]
- Website updates for the Spec Committee. See this GitHub [issue] for background and to provide input.
  - Recommendation from WebDev team:
    - Spec committee submits a PR to the Jakarta.ee website with files in Hugo markdown format
    - Clone: git@github.com:jakartaee/jakarta.ee.git
    - Instructions for setting up a development are in the README.md
    **Note**: Provide a link from WebDev to guidance for this approach. ~~Wayne to do a demo in the next call.~~ Wayne will work with the webdev team to update the README
  - Action item for the Specification Committee:
    - Create a docs folder in the specification-committee repo for all files that are to be published on the website. For example, README.md, LICENSE and jakartaee-spec-committee.pub would stay in the root of the repository.
    - Standardize on the file format by choosing between .adoc and Hugo markdown for publishing content to the website.
    - Move content out of specification-committee repo and into the website - release docs per standard contribution process

- **Note:** Jakarta EE Update Call next Wednesday 11/13 11:00 AM Eastern